ON THE CCR WEBSITE:

ANNOUNCEMENT FROM THE FEDERAL GOVERNMENT RE BUSINESS SIZE STATUS AND CCR TRADING PARTNER PROFILE (TPP)

On April 17, 2005 the U.S. Small Business Administration is will begin using its Small Business Logic to determine the small business status of companies registered in the CCR. A notice has gone out to every company registered informing them of the change. This is expected to improve accuracy and reduce previously required data input. Companies will no longer be required to populate the SBA Certified Small Disadvantaged Business, 8(a) and HUBZone business type fields.

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WILL LINK TO THIS:

**SUBJECT: FEDERAL GOVERNMENT ANNOUNCEMENT
                RE: YOUR BUSINESS SIZE STATUS AND YOUR CCR TRADING PARTNER
                PROFILE (TPP)**

Please do not respond to this email.

On April 17, 2005, a revision may be made to your Trading Partner Profile (TPP) regarding business types and the display of your small business size status according to each NAICS (North American Industry Classification System) code listed. This change applies to Small Business, Emerging Small Business, and SBA (U.S. Small Business Administration) certifications for Small Disadvantaged Business , 8(a), and HUBZone business type fields.

In order to improve accuracy and reduce your data input SBA will use its Small Business Logic to determine your small business status for the CCR.

- SBA will populate the SBA Certified Small Disadvantaged Business, 8(a) and HUBZone business type fields. You will no longer need to provide this information.

- The Small Business Logic guidelines will indicate your small business size status against each NAICS code listed.
  Please note that this is based on the total revenue and the number of employees for the entire firm, including all its divisions, branches, and affiliates worldwide as indicated in your TPP.

- CCR will begin using only 2002 NAICS codes. If your firm is in Construction, Wholesale Trade, Retail Trade, or Information Services (the NAICS sectors affected) please insure that your TPP does not reflect the 1997 NAICS codes. For a conversion chart, please go to www.census.gov/epdc/naics02.

For questions relating to:
- **SBA HUBZone, 8(a), and SDB Certifications:** Contact your local SBA District Office www.sba.gov (selections by State can be found at the bottom of the website).

- **Small Business Size Standards and NAICS Codes**: Contact the SBA Size Specialist for your state.

Area 1	CT. MA. ME. NH. NJ. NY. RI. VT. & Puerto Rico & the Virgin Islands	Tel: (631)-454-0750, ext. 211, 212, 215, or 224
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Area 6	AK. AZ. CA. HI. ID. MT. NV. OR. UT. WA. WY. & Guam	Tel: (415) 744-6844, (206)553-8546, (602) 745-7217

Or contact:

Washington, DC Office of Size Standards	Tel: (202) 205-6618 E-mail: sizestandards@sba.gov

Frequently Asked Questions On Changes to your CCR TPP

1. **Why will the SBA become the authoritative source for business types related to small business status and 8(a), SDB, and HUBZone certification?**

   SBA, GSA, and DoD want to insure the integrity of the data in the CCR as it relates to eligibility for the Federal Government's small business program. The links between different acquisition databases continues to expand. CCR now populates certain information in the On-Line Representations & Certification Application (ORCA), Federal Procurement Data System Next Generation (FPDS-NG). SBA will provide accurate data regarding the firms it has certified as HUBZone, 8(a), and Small Disadvantaged Business, and will validate for each NAICS code listed in a TPP, the Small Business and Emerging Small Business status of the firm based on the employee and revenue data it provided to CCR.

2. **What is an Emerging Small Business?**

   Emerging Small Businesses are part of the Small Business Competitiveness Demonstration Program (FAR 19.10 http://www.arnet.gov/far/current/html/Subpart%2019_10.html#wp1097048) and applies to the following industries, only: Construction (NAICS sector 23), Non-Nuclear Ship Repair (NAICS 336611), Architecture and Engineering Services (NAICS 541310, 541330), Refuse Systems (NAICS 562111, 562119, 562219), and Landscaping and Pest Control Services (NAICS 561710, 561730). The Size Standard is 50% of the SBA size standard, i.e. NAICS 541310 currently has a $4M size standard, the ESB standard would be $2M. For more information on this program, see the link above.

3. **Why must I include the revenues and employees of my firm's affiliates?**

   The SBA's Size Standards regulations at 13 CFR 121 require this inclusion in determining the size of a business because concerns and entities are affiliates of each other when one controls or has the power to control the other, or a third party or parties controls or has the power to control both. It does not matter whether control is exercised, so long as the power to control exists.

4. **How will SBA validate my firm's CCR data?**

   CCR will send SBA your firm's TPP. Using the revenues or number of employees in your TPP, SBA will then run a logic routine against each NAICS codes listed to see if your firm fits the parameters as a small businss and emerging small business. SBA will also search its certification data bases to determine if your firm is currently certified as 8(a), SDB, or HUBZone. SBA will then return your TPP to CCR with the appropriate small business types indicated.

5. **My firm is located in a HUBZone, why can't I select HUBZone as a Business Type?**

   HUBZone firms must be certified by SBA. To qualify, a firm must also be a small business in its primary industry, be owned and controlled by one or more US Citizens, and at least 35% of its employees msut reside in a HUBZone. For more information, please go to www.sba.gov/HUBZone.

6. **Why are there two business types for Small Disadvantaged Business (SDBs)?**

   Firms are allowed to list themselves as SDBs in CCR However, in order to receive a Price Evaluation Preference on a Federal solicitation or to be counted as an SDB subcontractor torward's a Prime Contractor's SDB goals, firms must be certified by SBA. For more information on SBA's SDB certification qualifications, please visit www.sba.gov/sdb.

7. **Do I need to do anything if my organization is not identified in the business type**

field as a Small Business, Emerging Small Business, SBA certifications for Small Disadvantaged Business, 8(a), or HUBZone?

If your organization is not identified in the business type field as a a Small Business, Emerging Small Business, SBA certified Small Disadvantaged Business, 8(a), or HUBZone, no action is needed and the organization will not be affected by this change. However, it is always a good idea to review your organization's TPP to ensure the listing contains current information.